

Cass County Public Safety Commission

Steve Livengood, Chair
Sheriff Darby McLaren, TAA
712-243-2204 (Voice)

Julie Adams, Vice-Chair
911 Director Rob Koppert, TAC
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Minutes

October 16, 2012, 2012
Basement Meeting Room

<u>Member</u>	<u>Representing</u>	<u>Present</u>	<u>Absent</u>
Gaylord Schelling	Cass County	X	
Mark Wedemeyer	Cass County	X	
Steve Livengood	City of Atlantic	X	
Shawn Shouse	City of Atlantic	X	
Julie Adams	City of Griswold	X	
Tom Harris	City of Anita - Primary		X
Jeff Bohnsack	City of Anita - Alternate	X	

Staff present: Rob Koppert

Citizens present: Darby McLaren, Mike Kennon

Chairperson Steve Livengood opened the meeting at 5:05pm

M/S/C Schelling/Adamse to approve the agenda as published. Carried unanimously.

M/S/C Shouse/Schelling to approve the September 2012 Minutes. Carried unanimously.

M/S/C Shouse/Harris to approve the September 2012 financial statements and bills. Carried unanimously.

911 Director and TAC Rob Koppert reported to the Commission on the training of new dispatcher Sheri Hansen, narrowbanding and the AFG grant for radio for the fire departments, and training on the new Communications Assets Survey and Mapping (CASM) tool, the upcoming Iowa NENA and APCO conference and recent computer upgrades made in the communications center.

In business regarding the re-location of the communications center, it was learned that Supervisor Chuck Rieken would like to see a 10-15 year plan drawn up dealing with the courthouse and the limited space within the building. The Board of Supervisor's was looking at various possibilities on the relocation of the handicapped voting machines to one of the garages in the sheriff's office or the janitor's garage. After a brief round of discussion regarding the slowness of the Board of Supervisor's in taking definitive action, a motion was made to formally request the Board of Supervisors move the voting machines.

M/S Adams/Bohnsack to formally request the Cass County Board of Supervisors move the handicapped voting machines from the former Cass County Conservation Office on the 3rd floor of the courthouse to another location.

After some discussion on the timing of the vote, Commission member Adams rescinded her motion.

In Old Business, the Commission reviewed updates and changes to Salary Attachment (Exhibit B) of the contract for the 911 director.

M/S/C Shouse/Wedemeyer to approve the contract and Exhibit B as written, but not deciding on a salary until discussed next. Carried unanimously.

Commission member Adams surveyed several similar sized and local communications centers and found that of those with similar duties and responsibilities, that the current salary of 911 Director Rob Koppert is well under the average. She suggested a raise to at least \$45,000.00 effective July 1, 2013

M/S/C Adams/Shouse to increased the salary of the 911 Director from \$43,075 per year to \$45,000 per year effective July 1, 2013. Carried unanimously.

In New Business, the Commission discussed the recent letter that the Cass County Sheriff's Office received regarding the jail inspector's determination that the dispatcher's employed by the Cass County Public Safety Commission be required to be cross trained as jailers since the dispatcher's perform minor jail duties. These duties include the opening of various doors in the jail and the remote monitoring of the jail population via closed circuit television. There was some discussion to the requirement and the letter sent by the jail inspector. Sheriff Darby McLaren said that the expense of training will be paid for by the sheriff's office. The Commission would like to see some costs for the school and times when they have the class as it would be impossible to send the entire staff at once. Sheriff McLaren will bring those figures to the next meeting.

There were no public comments or concerns.

MSC Adams/Shouse to adjourn at 6:20pm.

Respectfully Submitted,



Rob Koppert, TAC - Recording Secretary